

From: [Shultz, Kim](#)
To: [Little, Bill](#)
Cc: [Drammeh, Joan](#); [Ortiz, Christina](#); [Walters, Donn](#); [Campbell, Joy](#)
Subject: RE: Fact Sheet
Date: Wednesday, December 3, 2014 1:49:50 PM
Attachments: [CES Environmental Fact Sheet w Spanish translation.pdf](#)

Thank you, Bill. We will add the TCEQ Project Manager to the Key Officials list.

Attached is the FINAL PDF with the Spanish translation. Once we receive your approval, we will print it for the mailing plus 100 copies for you to take with you to the meeting.

If any changes are needed, please let me know.

Best regards,

Kim

Kim Shultz
ESS IV Program Manager
TOEROEK ASSOCIATES, INC.
[214-665-3147](tel:214-665-3147)

From: Little, Bill
Sent: Wednesday, December 03, 2014 1:39 PM
To: Shultz, Kim
Cc: Drammeh, Joan
Subject: RE: Fact Sheet

That all sounds fine. Please make sure that TCEQ is on the mailing:

Terry Andrews, TCEQ Project Manager

Texas Commission on Environmental Quality
P.O. Box 13087
Austin, TX 78711-3087

Bill Little
Region 6 USEPA
Community Involvement
Coordinator/SEE
214.665.8131
little.bill@epa.gov

From: Shultz, Kim
Sent: Wednesday, December 03, 2014 1:19 PM
To: Shultz, Kim; Little, Bill
Cc: Ortiz, Christina; Walters, Donn; Campbell, Joy; Drammeh, Joan
Subject: RE: Fact Sheet

Bill, I hit send prematurely. We are expecting the translated document back today by 2:00. We will have the PDF for your final approval this afternoon (assuming they meet that deadline as projected). Thank you.

Kim

Kim Shultz
ESS IV Program Manager
TOEROEK ASSOCIATES, INC.
214-665-3147

From: Shultz, Kim
Sent: Wednesday, December 03, 2014 1:16 PM
To: Little, Bill
Cc: Ortiz, Christina; Walters, Donn; Campbell, Joy; Drammeh, Joan
Subject: RE: Fact Sheet

Thank you, Bill. We are awaiting our Spanish translation back from the translator. We will make the final change on the time as indicated in your email.

Once we PDF the Fact Sheet and are ready to print, we will send it back to you for one last approval (that you don't see something spaced in a way that you do not like, etc.). We will print enough to mail to the Residential Addresses (121), Businesses (10) and Local Officials (18) that we have so far—total of 149.

If you have not seen the addresses or need to review the mailing list, please let us know. I'm under the impression that the addresses were provided to you earlier, but if that is incorrect, or you wish to review the final mailing labels, please let me know. We can provide either or both.

Please let me know if any of that does not meet with your expectations. We will get it out as soon as we can; hopefully, NLT Friday's mail.

Best regards,

Kim

Kim Shultz
ESS IV Program Manager
TOEROEK ASSOCIATES, INC.
214-665-3147

From: Little, Bill
Sent: Wednesday, December 03, 2014 1:05 PM
To: Shultz, Kim
Cc: Ortiz, Christina; Walters, Donn; Campbell, Joy; Drammeh, Joan
Subject: Fact Sheet
Importance: High

Kim,

We are moving forward with our meeting. I have changed the time to **DEC. 11, 2014 It is now 5pm to 7pm.** I need the fact sheet mailed as soon as possible, so people receive it in time. I will ask Donn Walters to obtain any other mailing list that would apply to this site. Please do not delay the mailing to our residential list, if there is a delay in the other lists. We can deal with that later. The mailing to the residents is a **high priority.**

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Bill Little
Region 6 USEPA
Community Involvement
Coordinator/SEE
214.665.8131
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